

BOARD OF ELECTIONS AND VOTER REGISTRATION OF JASPER COUNTY

BOARD MEETING MINUTES – APRIL 13, 2017

PRESENT: Vice Chairperson Pamela M. Williams; Mr. Carl Tyler; Mr. Timothy Crosby; Mr. Rodney Catterton; Mrs. Denise Davidson; Ms. Carrie Fair; Ms. Regenia Scott; Mr. John Kemp and Director Jeanine Bostick.

ABSENT: Chairman Joseph Arzillo.

The meeting was called to order by Vice Chairperson Williams.

INVOCATION: Mr. Timothy Crosby.

Pledge of Allegiance by all.

APPROVAL OF AGENDA: Motioned by Mr. Kemp to approve the agenda. Mrs. Scott asked before she second the motion could we re-arrange the order under Old Business. Switch **Bullet 1 Review; Discuss and Sign Off on Letter to Delegation with Bullet 3; 2016 General Election Letters of Concern.** Mr. Crosby stated he would actually like to postpone the discussion of the **2016 General Election Letters of Concern** until the next meeting to give the Board a chance to review the Re-Cap data that was distributed to the Board at tonight's meeting. Mr. Kemp amended his motion to approved tonight's agenda postponing the discussion of the **2016 General Election Letters of Concern** until the next meeting. The motion was seconded by Mrs. Scott. Motion carried unanimously.

APPROVAL OF MINUTES: Ms. Fair stated under Old Business of the March 9, 2017 minutes the discussion on the Director's job description and the motion made. There was suppose to be a two part motion, however only one part was listed in the minutes. Mr. Kemp stated he offered the motion and it would have been a second motion if the first motion didn't pass. Ms. Fair stated it should be stated as such in the minutes. Ms. Fair stated the word final as stated in the minutes has some issues with her, stating something as a final discussion meaning the Director's job description couldn't be revisited? Ms. Fair asked the Director to listen to the tape and revise the minutes if necessary. It was motioned by Ms. Fair, seconded by Mrs. Davidson to postpone the approval of the March 9, 2017 Board minutes until the corrections are made. Motion carried unanimously.

NEW BUSINESS: REVIEW, DISCUSS AND SIGN OFF ON LETTER TO DELEGATION: Ms. Fair asked what the statistics were on this matter and is this problem in all of our precincts and in other areas and has any research been done concerning this matter. Ms. Fair went on to say the State has done a lot of work on this matter to ensure voters don't vote twice. Ms. Fair stated Mr. Kemp's letter is requesting the voter be given a provisional ballot at the precinct and then burden of proof falls on the Board.

NEW BUSINESS: REVIEW, DISCUSS AND SIGN OFF ON LETTER TO DELEGATION, CONT'D:

Ms. Fair stated if the voter takes the time to call for the absentee ballot why would the voter not use the absentee ballot and if the voter did forget to use the ballot or decides not to use the ballot then the voter needs to return the ballot to the voter registration office as stated in the State law. Mrs. Scott asked how many issues of this matter have happen in Jasper. The Director stated we had approximately five incidents during the General Election and it varied per precinct. Mr. Kemp stated he was hoping this letter would make it easier for the voter to vote without having to lie that he or she never received their absentee ballot. Ms. Fair stated she wasn't saying this letter shouldn't go forth, but perhaps research the matter and perhaps discuss the letter with the County Attorney and the State before we go any further. Mr. Crosby stated the law always adheres to the voters and this is a request we choose to make to the delegation to make it easier for the voter and all we are doing is signing a request for the delegation to consider. Mrs. Scott asked if there were other Counties dealing with this matter. Mr. Kemp stated at the SCARE conference he spoke with a few Representatives about this matter and they weren't even aware of this and thought it was a good idea to submit a letter to the delegation. Mrs. Davidson asked if the Board wanted to hold a workshop to discuss how to proceed forward with this matter. Vice Chairperson Williams stated the Board needed to look at this matter further and not just throw it out. Vice Chairperson Williams went on to say she would like to see the Board postpone and discuss this matter at a later time. Mr. Kemp motioned to postpone the discussion of submitting a letter to the delegation on absentee voting by mail. Motion seconded by Mrs. Scott. Motion carried unanimously.

DISCUSSION OF WORKSHOP – RE: GOALS: VOTER REGISTRATION; VOTER EDUCATION AND POLL WORKERS TRAINING DURING OFF ELECTION YEAR:

Mr. Kemp stated we have a nine member Board and he would like to see the Board come together and discuss implementing goals for the Board. Mrs. Scott suggested combining Voter Registration and Voter Education as one goal. Motioned by Mrs. Scott, seconded Mrs. Davidson to combine the goals of Voter Registration and Voter Education. Motion carried unanimously. The Board discussed forming a committee to oversee the Board goals. The following persons volunteered to be on the Sub-Committee: Mr. Kemp, Chair, Vice Chairperson Williams and Ms. Fair. Mr. Kemp will set a date and time to meet with the sub-committee members and the sub-committee will report back to the Board their ideas.

OLD BUSINESS: REVIEW AND DISCUSS REVISION OF POLLWORKERS APPLICATIONN (DENISE DAVIDSON):

Mrs. Davidson discussed the revisions of the revised poll workers application which was provided in the Board's packets. The Director stated her concerns are the statement that *you must pass a certification test before each election you choose to work*. The Director stated the State does not require poll workers to pass any certification training, however, if the poll worker chooses to take the online poll manager's training you are required to pass the online training by 80% and you may take this test as many times as needed to score 80%.

OLD BUSINESS: REVIEW AND DISCUSS REVISION OF POLLWORKERS APPLICATIONN (DENISE DAVIDSON), CONT'D.:

Mrs. Davidson stated the Board could postpone this discussion to give her a chance to check with Columbia. Vice Chairperson Williams stated the State states we have to score 80% to pass the online poll managers training and if you don't score 80% the system will tell you and you would be able to take the test again as many times as needed to score 80%. Ms. Fair suggested that the Director re-word the statement to reflect both statements. Mr. Kemp asked doesn't the State require the counties to have face to face training as well. The Director stated yes, because the poll workers need hands on training as well on the iVotronic voting machines. Mr. Crosby motioned to have the Director edit the statement and the Board would vote to approve the application at tonight's meeting. Motion seconded by Ms. Fair. (5) In Favor, (Mrs. Davidson; Mr. Crosby; Ms. Fair; Mrs. Williams and Mrs. Scott). (3) Oppose, (Mr. Kemp; Mr. Catterton and Mr. Tyler). Motion carried.

PRESENTATION ON PRECINCT(S) RELOCATION (DENISE DAVIDSON):

Mrs. Davidson stated the sub-committee met and their recommendations were distributed to the Board and Mr. Kemp distributed to the Board color copies of each precinct for the Board viewing. The following recommendations were made: Grays precinct would relocate to Pine Level Baptist Church; Gillisonville precinct would relocate to Gillisonville Baptist Church; pending Board approval. Ridgeland 3 precinct EMS Building and Ridgeland 1 precinct School District Building combine and relocate to Kingdom Touch Ministries Gymnasium; Ridgeland 3 precinct 1.7 miles and Ridgeland 1 precinct 2.3 miles from Kingdom Touch Ministries. Hardeeville 2 precinct Fishers Chapel relocates and combines with the Hardeeville 1 precinct located at St. Stephens Methodist Church, approximately 1.5 miles apart. All other precincts would remain the same. Mr. Kemp stated these were the sub-committee's recommendations and the sub-committee wanted to give other Board members the opportunity to visit these locations. Mrs. Davidson stated these recommendations were made base on ADA compliance issues at the various precincts. Vice Chairperson Williams stated the State provided a list of guidelines to the counties and were these guidelines used when researching new polling place locations? Mr. Kemp explained why we needed to relocate these polling places and stated the State ADA compliance guidelines were not used when the sub-committee visited the recommended locations. Vice Chairperson Williams stated the State will be issuing an updated ADA compliance guidelines list and each County will need to follow these ADA compliance guidelines at the polling places. Ms. Fair asked who could get a copy of the ADA guidelines. The Director stated the State has not issued the new guidelines as of yet and once the guidelines are available the Director would distribute to the Board. Vice Chairperson Williams suggested that the ADA guidelines be reviewed before the Board votes to relocate the polling places. Motioned by Mrs. Davidson to postpone the approval of the sub-committee recommendations until next month's meeting. Motion seconded by Mr. Crosby. Seven in favor (Mrs. Davidson; Mr. Crosby; Ms. Fair; Mr. Kemp; Mrs. Scott; Mr. Catterton and Mr. Tyler) One abstain (Vice Chairperson Williams). Motion carried.

DIRECTOR'S REPORT, SUMMARY OF VISIT WITH TERRACE FOULKS: The Director stated Mr. Terrance Foulks the SEC State Area Representative visited the office on March 20, 2017. Mr. Foulks visit was pertaining to the following: Office Policies and Procedures Manual; Training and Certification Compliance; County Board Policies and Procedures and a Voter Registration manual on preparing and conducting elections. The Director was able to provide Mr. Foulks with all manuals except the manual on how to conduct elections, the Director stated the State has a manual in place and the Director follows the procedures in this manual. The visit was a good visit and lasted approximately half an hour.

The Director informed Mr. Foulks that the Board would like to invite him to attend a Board meeting to give all Board members an opportunity to meet Terrance to discuss and understand Terrance's duties and responsibilities to the Voter Registration office.

The Director informed the Board of the letter sent to Mr. Howard Snider and cc'd Mr. Earl Bostick, IT Director and Mr. Andy Fulghum, County Administrator concerning the security concerns founded by SC Military Department Defense Cyber Operations Element. Vice Chairperson Williams asked if our current file cabinets are fire proof and if not we need to ask the County for funds to purchase fire proof file cabinets.

Total registered voters as of April 2, 2017: **18,450**

DISCUSSION OF 2017-2018 REVISED PROPOSED BUDGET: The Director informed the Board of the upcoming Budget workshop. The Board will go before Council and April 17, 2017 at 5pm to discuss and submit our proposed budget as approved by the Board. Mr. Kemp stated he had prepared a proposed budget as well and came in \$26,000 under the approved proposed budget, however, he would like to suggest the Board include an additional \$5,000 to the approved proposed budget to cover the cost of bulk mailing fees to mail new voter registration cards to voters whose precincts would be relocating. Motioned by Mr. Crosby and seconded Mrs. Scott to add in additional \$5,000 under election expenses to cover bulk mailing fee.

CHAIRMAN'S REPORT: Vice Chairperson Williams presented Mr. Crosby with his certificate of completion of his certification training.

BOARD ISSUES AND CONCERNS: Ms. Fair stated her concerns were community outreach. Ms. Fair stated she would like to see the Board go out in the community and talk about voter registration and voter education. Mrs. Scott commented that maybe this could be a topic of discussion for the Goals Sub-Committee.

Mr. Crosby thanked Mr. Kemp for the summarize version of Roberts Rule of Order.

Vice Chairperson Williams stated she has concerns about security at the precincts and the voter registration office, i.e., files.

TOPIC(S) OF DISCUSSION FOR NEXT MEETING: Mrs. Davidson stated the November 8, 2017 Canvass Hearing minutes were never approved and is asking the Director to send the Board a copy of the minutes to review and discuss for approval at the next Board meeting.

Mr. Kemp stated he would like to see a discussion on voting machines delivery not necessarily discussed at the next meeting, but definitely in the near future.

PUBLIC COMMENTS: Ms. Carmen Malphrus stated she would like to reserve her comments until the next meeting.

Mr. Milton Woods asked that the Board please utilize the microphones because he is hard of hearing and he gets comments from the audience that they can't hear either. Mr. Woods suggested to the Board to purchase a new door at the Voter Registration office, it's too heavy and the blinds get caught in the door. Mr. Woods commented he concurred with Ms. Fair's statement "if the law states it, let us abide by it". Mr. Woods stated the Voter Registration office is held accountable to the Board and the Board is held accountable to citizens of Jasper County. Mr. Woods went on to say the Board took an oath and this Board is the most important Board of all Boards. Mr. Woods thanked the Board for serving and we need good and honest people to abide by the law.

ADJOURNMENT: Motioned by Mrs. Davidson, seconded by Mr. Kemp to adjourn. Meetings adjourn at 6:30pm. Motion carried unanimously.

Respectfully submitted by: Jeanine M. Bostick, Director

cc: File; Board Members; Mr. Andy Fulghum, County Administrator; Mrs. Judy Frank, Clerk of Council and Mrs. Helen Pittman, Jasper County Delegation.